

DD/M&S 74-2728

MEMORANDUM FOR: Director of Central Intelligence
SUBJECT : Federal Design Improvement Program

Sir:

1. In the attached memorandum of 9 July 1974, Mr. Leonard Garment, Assistant to the President, has requested Agency Heads and their designated liaison officer to attend a special briefing in the Executive Briefing Room of the White House at 2:30 p.m. on 31 July 1974. The program is sponsored by Nancy Hanks, Chairman, National Endowment for the Arts, and the briefing is intended to provide full background on design initiatives and their progress.
2. At this point, I am serving as the designated liaison officer on this project, and it would appear that my presence will be required at the 31 July meeting. Dependent upon your schedule and personal wishes in this matter, I recommend that the Agency be represented by one of the following, in the order listed: (1) Director of Central Intelligence, (2) Deputy Director of Central Intelligence, or (3) the Deputy Director for Management and Services, the title I would be assuming for purposes of this exercise.
3. There is very little lead time in developing a written response, so I would appreciate being advised as soon as possible concerning your desires in this matter.

cc: John F. Blake

John F. Blake
Associate Deputy Director
for
Management and Services

Att (DD/M&S 74-2624)
cc: DDCI w/att

STAT EO-DD/M&S: [] kmg (23 Jul 74)

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DD/M&S 74-2624: Memo dtd 9 Jul 74 to Agency Heads fr Leonard Garment, same subj